



## MINUTES

Board of Trustees Regular Public Meeting  
September 17, 2019 5:30 p.m. Room – 1W165

<u>Trustees:</u>	Julia Alleyne, Kevin Collins, Helen Huang, Barry Pervin (via teleconference), and Rick Volpe
<u>Staff:</u>	Michael O’Keefe, Director; Linda Ward, Principal; Robin White, Vice Principal; Terry Jakobsmeier
<u>Holland Bloorview Kids Rehabilitation Hospital:</u>	Stewart Wong
<u>Guests:</u>	
<u>Regrets:</u>	Julia Hanigsberg, Nicole Thomson
<u>Recorder:</u>	Elizabeth Lee
<u>Presiding:</u>	Julia Alleyne, Chair

---

### CALL TO ORDER

The Chair called the meeting to order at 5:35 p.m.

## 1. REVIEW AND APPROVAL

### 2.1 Approval of the Agenda for the Regular Public Meeting of September 17, 2019

**MOTION: Volpe/Collins**

**THAT** the Agenda for the Regular Public Meeting of September 17, 2019 be approved as presented.

**-MOTION CARRIED-**

### 2.2 Approval of the Minutes for the Board of Trustees Regular Public Meetings of June 11, 2019 and June 26, 2019

**MOTION: Huang/Volpe**

**THAT** the Minutes for the Regular Public Meeting of June 11, 2019 be approved as presented with S. Wong’s changes.

**-MOTION CARRIED-**

**MOTION: Pervin/Collins**

**THAT** the Minutes for the Regular Public Meeting of June 26, 2019 be approved as presented.

**-MOTION CARRIED-**

**2. TRUSTEE DECLARATION OF CONFLICT OF INTEREST- None**

**3. DELEGATIONS - None**

**4. UPDATES**

**5.1 HOLLAND BLOORVIEW (S. Wong)**

S. Wong provided a report was distributed. S. Wong stated that the third edition to the “Dear Everybody” campaign has been launched. The campaign focuses on the inclusion of disability in media.

S. Wong shared that the federal election is coming up and HBKRH is hosting a debate on September 25, 2019 inviting all political parties to talk about the Accessible Canada Act. There will be questions to each party’s representative regarding plans to implement the Act. An invitation was extended to the Board.

Lastly, S. Wong stated that HBKRH has redeveloped and launched their website and encouraged all to check it out. Discussion ensued.

**5.2 PRINCIPAL’S REPORT (L. Ward)**

The Principal’s report was distributed. L. Ward shared that there has been a good start to school year; everyone is settling in with many new students and new staff. Next week we will be having curriculum night with parents attending.

L. Ward also introduced our new Speech Language Pathologist (SLP) who will be joining our team; Sharon McConney-Ellis has been seconded from the Durham District School Board to our school. She will be working and complementing our SLP, Moira Kamiker, and they are eager to work together. The addition of a second SLP allows the SLPs more time to work in the classrooms with the students and also for parent education and more fulsome collaboration.

Further, L. Ward shared about the new platform we are using D2L, Desire 2 Learn, a virtual learning environment. Andrea Statton, one of our teachers, worked to build a relationship with the Ministry and D2L who are thrilled to see how we are using their materials.

Lastly, there was a special visit from the Argonauts (football team) organized by the Foundation. The Argos visited our students in the gym and classrooms. It was a positive experience overall with the engagement with students, distribution of Argos merchandise, and with media coverage for the older students. Discussion ensued.

**5.3 DIRECTOR’S REPORT (M. O’Keefe)**

The Director’s report was distributed. The Director shared that the host board is trying to find some dates in the spring for the Section 68 AGM. The Chair stated that we should ensure that there are two available representatives from our Board to attend the AGM. The Board members were asked to review the dates and calendar for their availability, the date should be provided at the next meeting.

The Director shared the OBSPA meeting dates and events and encouraged the Board members to attend any events they were qualified for.

The Chair stated that on September 30, 2019, CUPE members had voted to strike. The Director shared that CUPE has been in negotiations at the provincial level. The Union is required to inform us within 5 days of any strike action. The strike vote was taken regarding issues in the Central table. Currently, BSA has been meeting with CUPE in regards to the Local negotiations. BSA and CUPE will not be able to come to a full agreement until the Central negotiations are completed as it will impact the Local discussions. Discussion ensued regarding the impacts of a potential CUPE strike.

## 6. ACTION/INFORMATION ITEMS

### 6.1 Committee reports/matters

#### (1) Policy Committee –

##### - Report – Revisions to Policy

-

An overview of the Policy Committee’s updates was distributed and policies were presented for review and approval.

- Policy BF 007 – Donations
  - Revise the wording in the last sentence under “Background” from “The Holland Bloorview Kids Rehabilitation Hospital policy on fund raising **may be relevant** to this policy in some circumstances.” to “...**is relevant** to this policy in some circumstances.”
  - Refer to HBKRH’s Fundraising Policy
- Policy OP 001 – Lock Down, Hold and Secure, Shelter in Place (Interim)
  - L. Ward stated that the difference between the School and Hospital’s policy regarding the school blinds is that the school calls for blinds to be down during a lock down, hold and secure, shelter in place, while the hospital calls for the first floor blinds to be up. Waiting for the Toronto Police to return to us regarding their protocol for these situations.
  - The Chair stated that during a lock down, hold and secure, both the hospital and school would be acting as one building and not have separate directives. This policy will be left as an interim policy while the Licensing and Services agreement is being formed.
  - L. Ward clarified that Hold and Secure code colour is not grey. Hold and secure does not have a code colour and the policy will need to be updated to reflect this.
  - Discussion ensued
- Policy BF 003 – Copyright Law
  - The policy was updated in 2017, no changes were made
- Procedure BF #1 – Expenditure Guidelines.  
Changes reflected in this updated policy are:
  - Change of wording from “exceptional” to “special” as it was agreed that exception is too high of a bar to reach for gifts of appreciation
  - Removed any branding and changed it to “mid-range hotel”
  - Reimbursement increased from \$500 to \$1000

**MOTION: Huang/Volpe**

**THAT** the Board approve revised Policies BF007, OP001, BF003 and procedure BF#1 discussed as presented with amendments as discussed.

**-MOTION CARRIED-**

**(2) Finance and Audit Committee**

- **Quarterly Financial Position to May 31,2019**
- **Quarterly Budget Status to May 31,2019**

The Financial Reports were distributed to the Board for review. Discussion ensued.

**(3) Playground Committee – Verbal report**

L. Ward shared that at the end of last year, a call went out for regarding the playground Request for Information (RFI). Three different firms came to our site and provided verbal feedback. One of the firms has provided additional information and a follow up will be done with the other firms. The next step will be to meet with S. Wong. Discussion ensued regarding the next step and funding.

**(4) Bursary committee - – Verbal report**

Two bursaries were given out for the Bloorview School Authority Bursary due to a miscommunication. There were two excellent candidates for the BSA bursary. The Chair stated that she will communicate with the Chair of the Bursary Committee regarding the submission of only the selected candidates that will receive the bursary funds in future years.

**(5) Discipline Committee – No report**

**(6) License and Services Committee – In Camera**

**7. TRUSTEE ENQUIRIES**

**OBSPA communications not inclusive of Section 68 trustees  
They have updated their manuals to be more inclusive of Section 68.**

B. Pervin stated that the most recent communication from OPSBA did not include Section 68 voluntary, appointed trustees. This was brought up previously and it was acknowledged by OPSBA that future communication will acknowledge that the Section 68 trustees are appointed and voluntary within their memos and letters. He suggested that another note should be sent as a reminder. Discussion ensued.

The Chair will bring this to the attention of the Section 68 representative that the letter was exclusionary and request that the Section 68 representative to bring it to the attention of OPSBA on behalf of Section 68 schools.

## 8. ITEMS OF INTEREST

- **Action After Board (June 11 and 26, 2019)**

The Chair said that the request to Ministry for the Director of Education funding will be discussed in camera. No final decision has been made.

- **Update on New Trustee Appointment**

The Director stated that Mr. Hochman has sent all his information to the Ministry and they are working their way through the process. A letter will be sent from the Chair to the Ministry regarding his appointment. The board meeting dates for this year will be sent to Mr. Hochman as we wait for the confirmation of his appointment from his Ministry.

- **Statement of Confidentiality – bring completed for presentation and submission**

The forms were distributed to the Board members for completion and submission.

- **Conflict of Interest Disclosure Form – bring completed for presentation and submission**

The Chair requested for the Board members to sign a conflict of interest disclosure form annually, the forms were distributed to the Board members for completion and submission.

The Chair disclosed to the Board that she has taken a new job as a public employee for the Ministry of Health. She has disclosed that she is the Chair of the Board for BSA to the Ministry of Health and now disclosing vice versa to the Board. The Chair confirmed that there is no conflict of interest in her two roles. The remaining Board members do not have a conflict of interest to disclose.

- **Opportunity for Strategic support**

The Chair stated that we are in Year 3 of our 5-Year plan for our strategic goals as a Board. One area identified that we had fallen behind on for our implementation is the strategy pillar of research.

The Director stated that some of the obstacles that we had for implementing the plan is that although teachers are conducting research, we have a turnover of teaching staff usually every 3 years due to the end of the secondments. Due to this barrier, we have taken strides in conducting research but we have not been able to take huge steps forward. OESC is providing support for us in this area by funding 50% for a consultant to assist us in implementing research in our school. Discussion ensued.

The Chair concluded that based on the discussion, the Director will complete the application to apply for funding for support to meet our strategic goals.

## 9. CORRESPONDENCE

- **Letters from Greater Essex DSB**

- The Director distributed the letters from Greater Essex DSB, which were distributed to all school boards.

**10. IN CAMERA**

The In-Camera Meeting called to order at 7:58 p.m.

**11. MOTIONS/ITEMS BROUGHT FORWARD FROM IN-CAMERA - None**

**12. PENDING ITEMS- None**

**13. MEETING EVALUATION**

The Chair requested the Board to evaluate the Board Meeting.

The Board agreed that the recent board meetings have been running longer than expected but the information discussed has been very fruitful. The Board agreed to assist each other in staying focused on the topics discussed. Lastly, a suggestion was made that if a conference call is required from a Trustee, we will look into using Zoom in the future for better communication.

**14. NEXT MEETING**

- **November 5, 2019**

**15. ADJOURNMENT**

**MOTION: Huang/Volpe**

**THAT** the Public Meeting be adjourned at 9:08 p.m.

**-MOTION CARRIED-**